

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

JPRS Implementation Status

FROM:

C/PP&SS/P&PD/OL
166 P&P Bldg.

EXTENSION

NO.

DATE 28 November 1983

STAT

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS: (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/P&PD/OL

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15.

28 November 1983

MEMORANDUM FOR: Chief, Printing and Photography Division, OL

FROM:

Chief, Plans, Programs and Systems Staff, P&PD

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SUBJECT: JPRS Implementation Status

1. Per your request, outlined below is the status and/or planning of the various JPRS implementation initiatives as of close of business Friday, 26 November 1983.

a. Personnel

1) As you are aware, arrangements have been made for report to P&PD on 28 November 1983.

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2)

STAT

3) Additional personnel will move to P&PD as production requirements change.

b. Budget

1) the FBIS Budget Officer, has sent a memorandum to the DDS&T requesting that all FY-1984 JPRS funds be transferred to P&PD. Bill Montgomery and his DDS&T counterpart are working out the details. The actual transfer should occur on or about 9 December 1983.

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2) Current planning is for all the FY-83 JPRS funds to be transferred to SCO 2600.

3) P&PD/LSS will manage JPRS contracts and obligate funds as necessary. The current JPRS budget and 2420's with estimated deobligations are attached.

c. Equipment

- 1) A list of JPRS equipment that is being transferred to P&PD is attached.
- 2) Space has been reserved at [] for 60-90 day storage of identified surplus equipment.
- 3) An order has been placed for a Xerox 9500 for the Bindery and Reproduction Center. Delivery is scheduled for 15 December 1983. The Xerox 9200 in JPRS will be cancelled on the same date.

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d. Production

- 1) With the exception of the Xerox, Web Press, and duplicator cost/work hour comparison submitted to you last week, most of the production implementation has been accomplished through [] and the Production Branch Chiefs.

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e. Courier Support

- 1) Agreement has been reached with LSD for the direct delivery of JPRS original reports to P&PD.
- 2) Briefcases which will be used to mail JPRS originals have been acquired and gold stamped.
- 3) LSD has been appraised of the changes in JPRS courier support requirements.

f. Floor Plans/Space

- 1) PP&SS is awaiting floor plans for JPRS equipment locations. Of primary importance is the location of duplicators and support equipment in the Press Branch.
- 2) PP&SS and LSS are working with Branch Chiefs in an effort to identify unnecessary or obsolete supplies, thereby freeing up floor space in the warehouse area for paper storage which will provide space in the Press Room for equipment.

2. The items outlined above, along with the attached implementation plan, should provide an up-to-date status of initiatives on the JPRS takeover. Missing from this report is detailed information on a production concept of operation and scheduling. This should be provided by the Production Manager and production Branch Chiefs. If you require further information, please see me.



STAT

Attachments:
As Stated

JPRS
Implementation
Plan

Implementation Plan
for the
Office of Logistics
Printing and Photography Division
Takeover of the Printing
Responsibilities for
Joint Publication Research Service

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3. Week of 21-26 November 1983

- a. Transfer of all FBIS/JPRS printing positions to OL/P&PD.
Action: FBIS/Personnel and OL/P&TS
- b. Begin phasing of P&PD printing support to JPRS publications. *- already begun*
(1) Identify document titles/groups.
(2) Develop procedures for submitting jobs.
(3) Submit jobs to P&PD for production.
Action: [redacted] STAT
NOTE: This action will continue for the duration of the transfer of responsibility.
- c. Complete development of JPRS distribution lists into P&PD "Whiz" system. *- Done*
Action: [redacted] STAT
- d. [redacted] report to P&PD on 21 November 1983 and becomes liaison between JPRS and P&PD. *- Done*
Action: [redacted] STAT

4. Week of 28 November - 3 December 1983

- a. Continue the transfer of JPRS printing requirements to P&PD.
Action: [redacted] STAT
- b. Removal of the JPRS Xerox 9200 and transfer of copying support requirements to P&PD. This action is to coincide with the placement of a Xerox 1045 or equivalent equipment in JPRS and the placement of a Xerox 9200 in P&PD. *- Paper Work in Xerox 1045 in place*
Action: [redacted] STAT
- c. Transfer of one JPRS individual to P&PD to support incoming requirements. *- Xerox 9200 ordered for P&PD*
Action: [redacted] STAT
- d. P Panel makes determination of position assignments of JPRS personnel. *11/30*
Action: P Panel

5. Week of 5-9 December 1983

- a. Continue the transfer of JPRS printing requirements to P&PD.
Action: [redacted] STAT
- b. Complete revised implementation plan with dates for personnel, equipment, and workload transfer.
Action: [redacted] STAT

6. Weeks of 12-30 December 1983

- a. Continue the transfer of JPRS printing requirements to P&PD.
Action: [redacted] STAT
- b. Begin the phased transfer of JPRS personnel and/or equipment to P&PD.
Action: [redacted] STAT

7. Week of 2-6 January 1984

- a. Continue the transfer of JPRS printing requirements to P&PD.

Action:

STAT

- b. Continue the phased transfer of JPRS personnel and/or equipment to P&PD.

Action:

STAT

- c. Prepare a status report to management with a final implementation plan.

Action:

STAT

**JPRS Equipment
to be Transferred
to P&PD**

JPRS Equipment to be Transferred to P&PD

<u>Description</u>	<u>Serial No.</u>	<u>Model</u>	<u>Size</u>
1. A.M. Multilith Duplicator	37988-89	2975	11x17
2. A.M. Multilith Duplicator	372583-84	2975	11x17
3. Pitney Bowes Rotomatic Collator	1490	HSR-50	50 bin
4. Bruning Electrostatic Platemaker	27893-26807	2300	-
5. Interlake Stitcher	22093	N3B2	2''
6. Pitney Bowes Stitcher (doublehead)	6406353	S-3	1/4''
7. Raymond Jack	26128	-	-
8. A.M. Multilith Duplicator	370187-88	2975	11x17
9. Thomas Rotomatic Collator	1944	1410	50 bin
10. Bruning Electrostatic Platemaker	04354-04204	2300	-

NOTE: a. The above list contains only major pieces of equipment. P&PD will also acquire JPRS paper joggers, stacker, corner and transport carts, and chemical cabinet. None of these items contain serial or model numbers.

b. Items 8, 9, and 10 are to be transferred to [] for lot storage. They will be PTI'd in 60-90 days if they aren't used.

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JPRS Budget

and

2420's

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